

**LEBANON BOARD OF EDUCATION**  
**Board Meeting Room**  
**700 Holbrook Ave.**  
**December 17, 2018, 5:30pm**

The Lebanon City School District Board of Education met Regular Session for the purpose of the Regular Board Meeting on December 17, 2018 at the Board Offices, 700 Holbrook Ave., Lebanon, Ohio. A copy of the audio version of the proceedings will be kept on file at the Treasurer's office.

**Call to Order**

Mr. Ryan Patterson called the meeting to order at 5:33 pm

**Roll Call**

Mr. Ryan Patterson – Present  
Mr. David Donovan - Present  
Mrs. Esther Larson – Present  
Mr. Chip Bonny – Present  
Mrs. Donna Davis Norris – Present

**Others Present**

Mr. Eric Sotzing, Treasurer, Mr. Todd Yohey, Superintendent; Krista Foley, Robert Buskirk, Mark Graler, Kelly O'Connell, Marla Norma, Lori Palmer, Bunny Brooks, Matt Hopkins and Tyna Rehberg, LCS staff.

**Pledge of Allegiance**

The Pledge of Allegiance was recited by those in attendance.

**Resolution 105-18: Adoption of the Agenda**

Mr. Chip Bonny moved to adopt the agenda. Mrs. Esther Larson seconded the motion.

Motion carried with the following 5- 0 vote:

Mr. Donovan – Yes, Mr. Patterson – Yes, Mr. Bonny – Yes, Mrs. Davis Norris – Yes, Mrs. Larson – Yes

**Student Update – Jackson Beck**

- Boys basketball currently has a record of 3-3
- Girls basketball record is 6-2
- Bowling boys and girls both have 2-2 records
- FBLA national literacy day – students went to Donovan to read to the classes
- Club spotlight: Impact – new club at the HS with the emphasis of finding the leader in everyone
- Student Council fundraiser will be at Chipotle
- Finals week this week

**Resolution 106-18: Motion to approve the minutes of the November 19, 2018 Regular Board Meeting**

Mrs. Donna Davis Norris moved to approve the minutes. Mr. David Donovan seconded the motion.

Motion carried with the following 5- 0 vote:

Mr. Donovan – Yes, Mr. Patterson – Yes, Mr. Bonny – Yes, Mrs. Davis Norris – Yes, Mrs. Larson – Yes

**Resolution 107-18: Approval of Financial Items VIII, A-K except C.**

Mrs. Donna Davis Norris moved to approve financial items VIII, A-K except C. Mrs. Esther Larson seconded the motion and discussion followed regarding the Monthly Financial reports and advances.

**VIII. Financial Section**

**A. Treasurer's General Fund Analysis & Financial Reports**

**B. Monthly Reports**

It is recommended to accept the financial reports for November 2018 as presented.

**C. Public Record Requests**

Report of public record requests as submitted.

**D. Amended Appropriations**

It is recommended to adopt the amended appropriations for fiscal year 2019 as presented.

**E. Amended Certificate of Estimated Resources**

It is recommended to adopt the amended certificate of estimated resources for fiscal year 2019 as presented.

**F. Advances**

The Treasurer reports the following advances of funds were made at November 30, 2018 to eliminate negative fund balances. They will be repaid during December, 2018.

From Fund	To Fund	Amount
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General Fund, 001-0000	Summer School, 001-9800	\$4,211.28
General Fund, 001-0000	Permanent Improvement, 003-9099	\$112,696.96
General Fund, 001-0000	Donovan Building Fund, 018-9019	\$2,300.44
General Fund, 001-0001	Wrestling Tournament, 022-9004	\$74.87
General Fund, 001-0000	Baseball Tournament, 022-9005	\$219.25
General Fund, 001-0000	LHS Yearbook, 200-9009	\$9,041.68
General Fund, 001-0000	LHS Athletics, 300-9500	\$42,753.30
General Fund, 001-0000	LHS Captain's Council, 300-9505	\$870.00
General Fund, 001-0000	IDEA, Part B FY 19, 516-9019	\$118,063.04
General Fund, 001-0000	Title III FY 19, 551-9019	\$5,130.00
General Fund, 001-0000	Title I FY 18, 572-9018	\$24,087.40
General Fund, 001-0000	Title I FY 19, 572-9019	\$64,898.85
General Fund, 001-0000	Title IVA FY 19, 599-9019	\$12,696.67

**G. Approval of Contracted Service Agreement regarding Bilingual Speech-Language Pathology Services between Lebanon City Schools and Butler County Educational Service Center for the 2018-2019 School Year**

It is recommended to approve a contracted Service Agreement regarding Bilingual Speech-Language Pathology services between Lebanon City Schools and Butler County Educational Service Center for the 2018-2019 School Year. (copy included in packet)

**H. Approval of Contract between Lebanon City Schools and Therapy Source, Inc., for the purpose of providing FMLA School Psychologist coverage for the 2018-2019 School Year**

It is recommended to approve a contract between Lebanon City Schools and Therapy Source Inc., for the purpose of providing FMLA School Psychologist coverage for the 2018-2019 School Year. (copy included in packet)

**I. Approval of Updated Summary of Services between Lebanon City Schools and Warren County Educational Service Center for the 2018-2019 School Year**

It is recommended to approve the updated Summary of Services between Lebanon City Schools and Warren County Educational Service Center for the 2018-2019 School Year. (copy included in packet)

**J. Approval of Invoices**

It is recommended to approve the following invoices. (copy included in packet)

<u>Vendor</u>	<u>Purchase Order</u>	<u>Amount</u>
Maria Dolores Sedas Lopez	1902275	\$340.00
Jose Manuel Garcia Fernandez	1902776	\$340.00
Barbarian Apparel	1902334	\$4,200.00

Kone Inc.

1903026

\$2,387.73

**K. Approval of Fund Transfers**

It is recommended to approve the following Fund Transfers.

1. It is recommended to authorize the Treasurer to execute the following inter-fund transfers due to tournament losses or profits:

From:	To:	Amount
LHS Athletics Fund (300-9500)	Wrestling Tournament Fund (022-9004)	\$74.87
Volleyball Tournament Fund (022-9000)	LHS Athletic Funds (300-9500)	\$746.08
Girls Basketball Tournament Fund (022-9003)	LHS Athletics Fund (300-9500)	\$580.86
Softball Tournament Fund (022-9006)	LHS Athletics Fund (300-9500)	\$1,272.56

2. It is recommended to authorize the Treasurer to execute the following inter fund transfers due to transferability of Federal grants:

From:	To:	Amount
Title IIA FY 18, 590-8018	Title I FY 18, 572-8018	\$24,087.39
Title IIA FY 19, 590-9019	Title I FY 19, 572-9019	\$24,081.01

Motion carried with the following 5 - 0 vote:

Mrs. Larson – Yes, Mr. Patterson – Yes, Mr. Bonny – Yes, Mrs. Davis Norris – Yes, Mr. Donovan - Yes.

**IX. Communications**

**A. Superintendent's Update**

- Construction Update
  - Old JH demolition continues
  - Berry – Adhesive issues with the flooring in the cafetorium has not been resolved, but Monarch is working on the issue.
  - Additional school speed limit signage on St. Rt 48 has been requested from ODOT.
  - Broadway project – Lebanon city and the developer will present on the project at the February board meeting

- The 2019 board meeting calendar will be approved at the January organizational meeting. Todd proposes 4 additional meetings / work sessions to be added to the calendar.

**Resolution 108-18: Approval of New Business Items X, A-C 10 except B-30**

Mrs. Donna Davis Norris moved to approve New Business Item X, A-C 10 except B-30. Mrs. Esther Larson seconded the motion and discussion followed.

**A. Donations**

It is recommended to approve the following donations.

Donor	Amount	Purpose
American Income Life Insurance Company	\$25.00	To be used for students' supplies at Berry Intermediate School
Donor's Choice Website (anonymous)	13 non-fiction books valued at \$190.23	To update classroom 2205 library at Berry Intermediate School
Lebanon Junior High School PTO	\$1,500.00	To be used for building improvements
Lebanon Optimist Club	\$12,000.00	\$8,000.00 for the FUSE program at Donovan Elementary School and \$4,000.00 for the Re-do program at Lebanon Junior High School
Warren County Historical Society	\$3,692.85	To be used for the Lebanon High School Baseball Team
Warren County Foundation	\$500.00	To be used for the Lebanon High School Outdoor Adventure Club
The Lindberg Family	\$125.00	To be used for Lebanon High School Athletics Department Captain's Council to supply Christmas for an adopted family
Bill Stewart	\$50.00	To be used for Lebanon High School Athletics Department Captain's Council to supply Christmas for an adopted family
The Gemmer Family	\$100.00	To be used for Lebanon High School Athletics Department Captain's Council to supply Christmas for an adopted family
GMI	\$250.00	To be used for Lebanon High School Athletics Department Captain's Council to supply Christmas for an adopted family

Schueler Group	\$100.00	To be used for Lebanon High School Athletics Department Captain's Council to supply Christmas for an adopted family
Heritage House	\$20.00	To be used for Lebanon High School Athletics Department Captain's Council to supply Christmas for an adopted family
Flavor's Eatery	\$25.00 Gift Card	To be used for Lebanon High School Athletics Department Captain's Council to supply Christmas for an adopted family through Interfaith Hospitality Network
Jam & Jelly Lady	\$50.00	To be used for Lebanon High School Athletics Department Captain's Council to supply Christmas for an adopted family through Interfaith Hospitality Network

### **B. Board Policies-Final Reading**

Policies. It is recommended to approve the final reading of the following Board  
(copy included in packet)

1. 0131 - Legislative - Bylaws
2. 0141.2 - Conflict of Interest - Bylaws
3. 0164 - Notice of Meetings - Bylaws
4. 0165.1 - Regular Meetings - Bylaws
5. 0165.2 - Special Meetings - Bylaws
6. 0165.3 - Recess/Adjournment - Bylaws
7. 0166 - Executive Session - Bylaws
8. 0168 - Minutes - Bylaws
9. 0169.1 - Public Participation at Board Meetings - Bylaws
10. 1240.01 - Non-Reemployment of the Superintendent - Administration
11. 1422 - Nondiscrimination and Equal Employment - Administration
12. 1541 - Termination and Resignation - Administration
13. 1662 - Anti-Harassment - Administration
14. 2111 - Parent and Family Engagement Program
15. 2260 - Nondiscrimination and Access to Equal Educational Opportunity - Program
16. 2261 - Title I Services - Program
17. 2261.01 - Parent and Family Member Participation in Title I Programs - Program
18. 2261.03 - District and School Report Card - Program
19. 2700 - School Report Card - Program
20. 3122 - Nondiscrimination and Equal Employment Opportunity - Professional Staff
21. 3140 - Termination and Resignation - Professional Staff
22. 3215 - Use of Tobacco by Professional Staff - Professional Staff

- 23. 3362 - Anti-Harassment - Professional Staff
- 24. 4122 - Nondiscrimination and Equal Employment Opportunity - Classified Staff
- 25. 4140 - Termination and Resignation - Classified Staff
- 26. 4162 - Drug and Alcohol Testing of CDL License Holders and Other Employees Who Perform Safety Sensitive Functions - Classified Staff
- 27. 4215 - Use of Tobacco by Classified Staff - Classified Staff
- 28. 4362 - Anti-Harassment - Classified Staff
- 29. 5512 - Use of Tobacco - Students
- 30. 5517 - Anti-Harassment - Students
- 31. 5530 - Drug Prevention - Students
- 32. 5610 - Removal, Suspension, Expulsion, and Permanent Exclusion of Students - Students
- 33. 5610.02 - In-school Discipline - Students
- 34. 5610.03 - Emergency Removal of Students - Students
- 35. 5611 - Due Process Rights - Students
- 36. 6605 - Crowdfunding - Finances
- 37. 6325 - Procurement - Federal Grants/Funds - Finances
- 38. 6423 - Use of Credit Cards - Finances
- 39. 7434 - Use of Tobacco on School Premises - Property
- 40. 8141 - Mandatory Reporting of Misconduct by Licensed Employees - Operations

### **C. Personnel**

#### **1. Resignations**

It is recommended to approve the following Resignations:

- a. Bruce Bingham, LHS Head Girls Soccer Coach, eff: 19/20 SY
- b. Tara Hollandsworth, Bus Driver, eff: 12/21/18
- c. Kalee Royster, Special Education Teacher Assistant, eff: 12/28/18
- d. Garnett Robinson, Bus Driver, eff: 12/17/18

#### **2. Retirements**

It is recommended to approve the following Retirement:

- a. Patricia Messner, Teacher, eff: 5/31/19

#### **3. Employment-Pending Acceptable BCI/FBI Checks and Verification of Past Employment/Transcripts/Proper Licensure/CDL's/Aide Permits as applicable**

It is recommended to approve the following New Hires:

- a. Mark Wiesman, Bus Driver, Step 0, eff: 11/18/18

4. Substitute Employment - Pending Acceptable BCI/FBI Checks and Proper Licensure/Transcripts/Current CDL's/Aide Permits as applicable

It is recommended to approve the following Substitutes for the 2018/2019 school year.

Permanent Building Substitutes

Terrin Keeton  
Emily Wermes

Substitute Teachers

Victoria Taylor  
Tricia Yater  
Mark Ferriell  
Jennifer Cloughessy  
Savanah Long

Substitute Special Education Aides

Amy Gifford  
Hollie Jones

Substitute Secretary

Jennifer Morris

Substitute Cafeteria Worker

Amy Gifford

Substitute Custodians

Amy Gifford  
Cole Pierce

5. Supplementals - Pending Acceptable BCI/FBI Checks and Verification of Past Experience and Valid Pupil Activity Permits Effective 2018/2019 School/Contract Year.

It is recommended to approve the following Supplemental Positions:

Lebanon Junior High School

- a. Elizabeth Rutherford, LJHS Math Club Advisor, Level 1, Step 0, eff: 18/19 SY
- b. John Evers, LJHS Science Club Advisor, Level 1, Step 0, eff: 18/19 SY



6. Changes of Status

It is recommended to approve the following Changes of Status:

- a. Matthew Pence, from LJHS Assistant Wrestling Coach, Level 5, Step 9, to LJHS Assistant Wrestling Coach, Level 5, Step 6, eff: 18/19 SY
- b. Debbie Snell, from Food Service Worker, Step 0, eff: 11/22/18, to Food Service Worker, Step 0, eff: 11/26/18
- c. Alivia Bayes, from Special Education Teacher Assistant, Class III, 0.8 FTE, Step 1, eff: 11/21/18, to Special Education Teacher Assistant, Class III, 0.8 FTE, Step 1, eff: 12/11/18
- d. Dave Silcox, from Mechanic, Step 14, to Head Mechanic, Step 14, eff: 12/3/18
- e. Lauren Miller, from Permanent Building Substitute Teacher rate of pay, to Long Term Substitute Teacher rate of pay of BA Step 0, eff: 12/4/18.

7. Supplemental Volunteer Coaches - Pending Acceptable BCI/FBI Checks and Valid Pupil Activity Permits - Effective 2018/2019 School/Contract Year

It is recommended to approve the following Volunteer Coaches for the 2018/2019 school year:

Lebanon High School

- a. Marquel Thornton

Lebanon Junior High School

- a. Anthony Stoller

8. Volunteers-Pending Acceptable BCI/FBI Checks

It is recommended to approve the following Volunteers for the 2018/2019 school year:

Bevan, Jill	Keith, Traci
Brubaker, Allan	Kleineick, Lyda
Brubaker, Betsy	Langdon, Jennifer
Fuerst, Amy	Oyer, Bridget
Gregg, Lorine	Presley, Kristina
Huden, Robert	Wade, Anthony
Hudgins, Monica	

9. Stipends

It is recommended to approve the following Stipends.

- a. Will Kuhn - Sound Technician, LJHS 18/19 Fall Musical \$800.00

10. Leaves of Absence

It is recommended to approve the following Leaves of Absence.

- a. Melissa Hollon, Bus Driver, unpaid medical leave, 11/13/18 - 5/23/19.
- b. Casey Oliver, Teacher, unpaid childcare leave, 4/1/19- 5/24/19.

Motion carried with the following 5 – 0 vote:

Mr. Patterson – Yes, Mr. Donovan – Yes, Mrs. Larson – Yes, Mr. Bonny – Yes, Mrs. Davis Norris – Yes.

**H Board of Education Communications**

- Warren County Career Center Liaison – Esther Larson
  - A purple star designation was received. This is 1 of 2 offered in the state.
  - Miami University is pulling out of the agreement on Greentree, so the Career Center is looking at opportunities with this.
  - The superintendent visited the Lebanon Teacher Academy program
  - Assistance for the special needs students is constantly being addressed.
- Student Achievement Liaison – Chip Bonny
  - Dec 7<sup>th</sup> was the choral cabaret, and on Dec. 9<sup>th</sup> was the Band and Choir program performance.
  - The Lebanon Music program has been recognized and ranked highly by the state
  - Dec. 10<sup>th</sup>, the Cantare group performed at the United Methodist Church
- Legislative Updates – David Donovan
  - HB 342 – regarding levy issues, which OSBA is against
- Community Audit Advisory Committee Liaison – Ryan Patterson, Donna Davis Norris
  - The 5 year forecast was approved at the prior board meeting.

- Cash reserves are being used, with a negative balance projected in 2023.
- Operating levy will be needed for the year 2020.
- TIF funds coming from the City of Lebanon, as a onetime payment.

**Resolution 109-18: Motion to enter Executive Session** for the purpose of appointment, employment, dismissal, discipline promotion, demotion, or compensation of public employee or regulated individual, or the investigation of charge or complaints against a public employee or regulated individual unless such person requests a public hearing

Mrs. Donna Davis Norris moved to enter executive session for the purpose stated. Mrs. Esther Larson seconded the motion.

Motion carried with the following 5 - 0 vote:

Mrs. Larson – Yes, Mr. Patterson – Yes, Mr. Bonny – Yes, Mr. Donovan – Yes, Mrs. Davis Norris – Yes.

**Executive Session began at 6:38pm** – Todd Yohey, Eric Sotzing and Robert Buskirk also joined the executive session.

**Executive Session ended at 7:18pm**

**Resolution 10-18: Motion to adjourn**

Mr. Chip Bonny moved to adjourn. Mrs. Donna Davis Norris seconded the motion.


Motion carried with the following 5 - 0 vote:

Mrs. Larson – Yes, Mr. Patterson – Yes, Mr. Bonny – Yes, Mr. Donovan – Yes, Mrs. Davis Norris – Yes.

Meeting was adjourned at 7:19 p.m.



Eric Sotzing, Treasurer



Ryan Patterson, President

